

STATE OF NEVADA
BOARD OF HEARING AID SPECIALISTS

MINUTES

SEPTEMBER 18, 2004

1. Call to Order and Roll Call

Mrs. Harper called the meeting to order at 10:20 A.M. Roll call showed the following individuals present:

Board Members:

Dr. Kathleen VanderWall, Member
Tracy Sandborn, Member
Rick Vaughn, Member
Denise Segreti, Member

Staff:

Christina Harper, Board Administrator
George Campbell, Deputy Attorney General

Public:

There was no public present.

Mrs. Harper welcomed Member VanderWall and Member Segreti to the Board. It was determined that a quorum was present.

2. Election of President

Mrs. Harper noted that Tracy Sandborn is the Treasurer of the Board. The President is a signer on the checking account and the proper documents will need to be signed when the new President is elected.

Member Vaughn nominated Kathy VanderWall to serve as President to the Board, seconded by Member Sandborn. The vote was unanimous for Kathy VanderWall as President of the Board.

3. Approval of Minutes

A. April 17, 2004 Board Meeting Minutes

Member Sandborn moved to accept the April 17, 2004 Board meeting minutes as presented, seconded by Member Vaughn. The motion passed unanimously.

Member Sandborn asked if there is a requirement that a Board Member must keep the documents from the meetings. Mr. Campbell stated that there is no requirement for Board Members to keep documents. Original documents are kept by the Board Administrator.

4. Review Policy Procedure Manual

Mrs. Harper stated that there were no changes or amendments to the Policy Manual. Mrs. Harper stated that if any Board Member has any additions or amendments to the Policy Procedure Manual please contact her.

5. Discussion of Bill Draft Requests Submitted by the Board

Mrs. Harper stated that the two bill draft requests submitted by the Board to the Governor's office were rejected and will not be submitted during the 2005 Legislative Session.

Mrs. Harper informed the Board that their bill drafts can now only be submitted by a Legislator and encouraged any Board Member to contact a Legislator who may be willing to sponsor the Board's bill draft requests. The first BDR would have increased fees paid to the Board and the second BDR would have shortened the length of time in which a person may have their license reinstated.

6. Discuss and Action to Consider Support of Bill Draft Request Regarding Commission of Occupational Licensing

Mr. Campbell stated that there is proposed bill draft request that would assist small boards in basic bookkeeping, investigations of complaints, and disciplinary action of those complaints. This BDR would establish an office identified as a central clearing house for small boards.

Mr. Campbell stated that this bill has opposition to it from some small boards. The bookkeeping support is currently not included in this draft of the BDR, but may be added.

Mr. Campbell stated that the Attorney General's office is currently soliciting comments on this BDR.

Following discussion, President VanderWall moved for individual Board Members to review the proposed BDR, discuss at the next Board meeting, and take a position, seconded by Member Sandborn. The motion passed unanimously.

7. Request for Authorization from the Board to Allow Reno Hearing Center to Charge a Return Fee for Digital Hearing Aids of \$200 Per Instrument

Mrs. Harper stated that this request was received along with the licensure renewals and requested to charge more for the fitting fee for digital hearing aids. Mrs. Harper informed the Board that the regulations would need to be amended in order to charge more for the fitting fees for digital hearing aids.

Member Sandborn moved to deny the request to allow Reno Hearing Center to charge a return fee for digital hearing aids of \$200 per instrument on the grounds that the

regulation does not provide for that amount of money to be charged, seconded by Member Vaughn. The motion passed unanimously. The Board explained that because the fee is set in regulation, the only way to allow for a higher return fee for digital hearing aids would require a change the regulation.

The Board stated that Reno Hearing Center needs to formally petition the Board to change the regulation. Mrs. Harper will notify Reno Hearing Center by letter.

8. Report of Board Chair

A. Schedule Next Board Meeting

The next Board meeting was scheduled for January 22, 2005 at 10:00 A.M. in Las Vegas.

B. Schedule Next License Examination

The next licensure examination, for eight possible examinees, was scheduled for November 13, 2004 in Las Vegas. The Board discussed options of where to hold the exam. Member Segreti will check to see if a room at the Rivera is available to hold the exam. The Board directed Mrs. Harper that any prior applicant that has not passed the exam must contact her and indicate if they would like to take the exam.

9. Report of Secretary/Treasurer

A. Financial Report

B. Approval of Board Audit for Year Ending June 30, 2004

Member Sandborn questioned if the Board would be penalized with funds were withdrew early from a CD. Mrs. Harper was directed to look into money market accounts instead of having funds in CDs, to allow for funds to be easily accessible.

President VanderWall moved to accept the financial report and Board Audit for Year Ending June 30, 2004, seconded by Member Vaughn. The motion passed unanimously.

A lunch break was granted at 12:20 P.M.
The meeting reconvened at 1:07 P.M.

10. Report of Board Administrator

A. Application Profiles and Board Acceptance of those Applications

The Board reviewed the following licensure applications.

Following a review of Robin Sclar's application, Member Vaughn moved to approve Ms. Sclar's application and for her to take the exam, seconded by Member Sandborn. The motion passed unanimously.

Following a review of Angela Moughis' application, Member Vaughn moved that prior to Angela Moughis taking the exam; the Board must be in receipt of official transcripts, letter from past employers, and proof of ASHA certification. If Ms. Moughis wants to work with hearing aids she needs to apply as an apprentice due to the absence of her ASHA certification. Ms. Moughis will need to obtain a sponsor and submit a sponsor letter. The Board will review this application at the January meeting as an apprentice application, seconded by Member Sanborn. The motion passed unanimously.

In a review of Abby Stevenson's application, it was determined that the application should be as an apprentice, with the absence of ASHA certification and need to receive letter from previous employers. Member Vaughn moved for Abby Stevenson's application to be reviewed at the January meeting as an apprentice application. Ms. Stevenson will need to provide a sponsor letter and provide a response to her functioning inappropriately as a hearing aid specialist, seconded by Member Sandborn. The motion passed unanimously.

In a review of Diana Coombs' application, it was determined that the application was not complete. Ms. Coombs she needs to complete her ASHA certification, letters of recommendation, and official transcripts. Member Vaughn moved for Diana Coombs' application to be reviewed at the January meeting, seconded by Member Sandborn. The motion passed unanimously.

In a review of Rebecca Davis' application, Member Vaughn moved to approve Ms. Davis to take the exam pending receipt of official transcripts, seconded by Member Sandborn. The motion passed unanimously.

In a review of Kacee Ramirez' application, Member Vaughn moved to approve Ms. Ramirez to take the exam pending receipt of 2004 ASHA certification, seconded by Member Sandborn. The motion passed unanimously.

B. Review of Quarterly Reports for Apprentices

The Board reviewed the quarterly reports for apprentices.

D. Complaints

#04-05-064 – Following a review and discussion of the complaint, President VanderWall moved to send this Specialist letter informing that there will be a hearing at the January 22, 2005 meeting on failure to cooperate fully with the Nevada State Hearing Aid Specialist Board, seconded by Member Sandborn. The motion passed unanimously.

The Board stated that the Hearing Aid Specialist failed to comply with the Board's request to supply the entire file/records. Mrs. Harper stated that this Specialist has never supplied the Board with a copy of the client's complete file. For every complaint the Specialist, named in the complaint, must provide the Board with the client's full record. At the hearing the Board could either fine or suspend the

license of the Hearing Aid Specialist. The Board discussed having a closed session to consider the issue of this Hearing Aid Specialist.

This complaint was continued and will be reviewed and discussed when the entire record is received. Mrs. Harper was directed to send the client a letter indicating that this complaint is continued and clarifying if the client wants their money back.

11. Closed Session to Discuss the Possibility of a Raise in Salary for the Board Administrator

Member Sandborn stated that it was brought to her attention that Mrs. Harper has been the Board Administrator for almost five years and has not received a raise in pay. The Board held a closed session and discussed raising the Board Administrator's salary from \$10.00 per hour to \$15.00 per hour.

12. Action to Possibly Raise the Salary of the Board Administrator

Member Sandborn moved to approve a raise for the Board Administrator to \$15.00 per hour from this day forward and that the position and salary be evaluate biannually in relation to what the budge allows, seconded by Member Vaughn. The motion passed unanimously.

13. Public Comment

There were no public comments.

14. Adjournment of Meeting

President VanderWall adjourned the meeting at 1:45 P.M.